



# **Assistant Facilities Superintendent** **Yellowstone County**



## **Equal Opportunity Employer**

*Yellowstone County encourages applications from diverse candidates  
and candidates who support diversity.*

**Posting Date:** January 6, 2020

**Salary:** \$21.60 – \$27.00/per hour DOQ

**Hours:** Monday – Friday, typically 8 am – 5 pm \*  
\*sporadic hours and on call as needed

**Department:** Facilities

**Grade:** G **FLSA:** Non-Exempt

**ACCEPTING APPLICATIONS UNTIL 5:00 PM ON JANUARY 24<sup>TH</sup> 2020**

### **FUNCTION:**

Assists the Facilities Superintendent in maintaining and repairing physical structures and utility systems of buildings and maintaining grounds at County owned facilities; works closely with architects and builders; plans the utilization of space and facilities for the Yellowstone County courthouse; does related work as required.

### **MINIMUM QUALIFICATIONS:**

#### **Education/Experience/Training:**

- Associate's degree in Industrial Arts, Mechanical or Electrical trades; **and**
- Two (2) years' experience in the maintenance and repair of buildings and equipment; **or**
- Any equivalent combination of education and experience totaling four (4) years.

#### **Desired Qualifications:**

- One (1) year experience in a maintenance supervisory position beneficial.

#### **Certifications:**

- Possession of a Low Pressure Boiler License issued by the State of Montana within 6 months of hire;
- Valid Driver's License issued by the State of Montana;
- Background check to work in a secure facility (Jail);
- This position is subject to a pre-employment physical.

***Job description available upon request from the Human Resource department.***

### **TO APPLY:**

**Submit by 5:00 pm on January 24<sup>th</sup> 2020.**

- 1. County Application**
- 2. Resume**
- 3. Names, addresses and phone numbers of three (3) employment-related references**

To: Human Resources, Room 106, Yellowstone County Courthouse.

**Late or incomplete materials will not be considered.** Download application at [www.co.yellowstone.mt.gov](http://www.co.yellowstone.mt.gov)

Applicants who require special accommodation due to disability should contact the Human Resources Office at 256-2705. **NOTE:** If this position becomes available within 90 days the same applicant pool may be considered.